



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired 1-800-735-2966 VOICE 1-800-735-2466

Richard C. Dunn
Director



Bob Holden
Governor

Dear Provider:

This is in response to your inquiry to establish an extension site to your existing participation in the Medicare program as a provider of outpatient physical therapy and/or speech pathology services (OPT/SP). The Missouri Department of Health and Senior Services/Bureau of Home Health and Rehabilitative Standards assists the Centers for Medicare & Medicaid Services (CMS) in determining whether clinics and agencies meet the Medicare requirements for extension locations.

If the primary site for the provider is already certified in the Medicare program, an on-site survey is not required for the addition of an extension site. However, the State Agency always has the right to survey an extension site prior to approval. Approval must be received prior to billing for therapy services rendered to Medicare and Medicaid patients.

Your primary site is required to provide us with policies relating to, i.e., clinical records, services provided, State or local licensure, plan of care periodically reviewed by a physician, adequate facilities and equipment, qualified personnel, etc., prior to your participating as a Medicare provider of services. Our office must be assured of adequate oversight provided to extension site personnel by the primary site personnel. Extension site personnel must be familiar with agency policies and it must be clear that the primary site provides overall supervision of the extension site. Any services offered at the extension site must also be offered at the primary site.

You will need to contact your fiscal intermediary (FI) for completion of a CMS-855A form in order to be approved by Medicare.

In order for us to evaluate your request and determine if the extension site can be approved, please provide us with the information on the attached checklist and the completed CMS-381 form. (Extension Site Reporting)

If you have any questions or require further clarification, please contact our office at 573/751-6336.

Sincerely,

Lisa Coots, R.N., Administrator
Unit of Home Care and
Rehabilitative Standards

Enclosures

www.dhss.state.mo.us

The Missouri Department of Health and Senior Services protects and promotes quality of life and health for all Missourians by developing and implementing programs and systems that provide: information and education, effective regulation and oversight, quality services, and surveillance of diseases and conditions.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.